

## Phillips County Commissioner Meeting

December 31, 2015

The meeting was called to order by Commissioner Chairman Harlan Stern and opened with the Pledge of Allegiance. Those present were Commissioners Harlan Stern, Joe Kinnie and Don Lock, County Administrator Randy Schafer, and County Clerk Beth Zilla.

Kinnie made a motion, seconded by Lock, to approve the minutes from the December 17, 2015 meeting. Motion carried.

The board approved payroll for December and an accounts payable batch for December.

The board met with Sheriff Rob Urbach and Communications Center Director Kenny Gaskill. The Sheriff discussed hiring a new victim's assistance coordinator. Kenny needed to verify the staff changes for 2016.

The County currently pays each employee using two methods. They are approved for a grade and step on the pay plan. They also receive additional pay which is the cumulative amount of flat, equal raises given to every employee. When the additional pay began several years ago, any new employee did not receive additional pay until he/she was with the county for one year. The board discussed the merits of making the additional pay benefit begin at the start of employment. This would allow the county to be more competitive in the employment market.

After discussion, a motion was made by Kinnie, seconded by Lock, to begin paying "additional pay" to a new employee as of his/her date of hire. Motion carried.

Kinnie made a motion, seconded by Lock, to approve the step increase for Deputy Philip Biersdorfer. Biersdorfer will move to GN40, Grade 22, and Step 6 at \$33,941.59/year, \$2,828.47/month, effective January 01, 2016. Motion carried. He received a satisfactory performance appraisal.

The board met with Darcy Tomky with the Holyoke Enterprise for the board's monthly briefing. Meeting notes will be forwarded to Candie Salyards from the Haxtun-Fleming Herald.

Lock made a motion, seconded by Kinnie, to ratify and approve overtime payments which were paid to various employees related to the County's operations on December 15, 2015 as consistent with the motion adopted on December 17, 2015 concerning such overtime pay. Motion carried.

Kinnie made a motion, seconded by Lock, to adopt the Emergency Operations Plan presented by Emergency Manager Bob Heldenbrand. Motion carried.

Lock made a motion, seconded by Kinnie, to accept the Public Trustee Reports for 2015. Motion carried.

The board met with Tracy Trumper with CSU Extension office. She presented information on new Health and Fitness program for 2016. She also presented a recap of the programs held in 2015.

The board met with Kendra Plumb from the Phillips County 4-H program. She presented a recap of the past year. She also discussed some of her upcoming programs for 2016.

The board met with Landfill supervisor Bill Andrews to review a report on e-waste accepted in 2015. Andrews suggested increasing the fees on hog waste and wood chips. He also presented a list of policies he would like to put in place for landfill operations. He will work with Randy to formalize the policies.

The board reviewed the following Event Center Rentals:

- 21<sup>st</sup> Century
- Ag Edge
- Centennial Ag
- Crop Production Services

The board reviewed the Mobile Food Pantry Report

Total Product	7869#
Households served	204

Children (1-18) served	242
Adults (19-59) served	253
Seniors (60+) served	113
Total individuals served	608
Volunteers	38

Coordinator Joy Schafer will be resigning her position as coordinator for the MFP by June 2016.

The board reviewed the following monthly reports

- Revenue
- Expenditures
- R&B Rev/Expenditures
- Cash transactions through November
- Cash transaction for November


A motion was made by Don Lock, seconded by Joe Kinnie, to approve the purchase of a new desk for the victims' assistance coordinator office. Motion carried.

The board receive notice from the Holyoke Ambulance Service that their physician advisor was changing to Dr. Aaron Wilson.

The proposed 2016 race schedule was reviewed by Carrie Anderson. There are no conflicts with anyone already having reservations.

The meeting adjourned at 11:27 am.

Submitted by Beth Zilla  
Phillips County Clerk



Harlan Stern



Donald J. Lock



K. Joe Kinnie

Attest:



Beth Zilla, County Clerk